



# DISTANCE LEARNING COMMITTEE

## MINUTES FOR MAY 27, 2008

### **Members Attending**

	Barry Andrews	X	Dwight Ayle	X	Terri Beam, co-chair	X	Meghan Chen
	Deb Distante	X	Mary Johnson		Paul Kittle	X	Jim Smith
X	Kerry Stern, co-chair		Dale Vickers	X	Jill Wilkerson	X	Asma Raja

**Guests:** Shanti Atashpoush

Item	Discussion/Comments	Outcome
<b>DL Course Amendment Forms</b>	The following course amendment forms were reviewed: <ul style="list-style-type: none"> <li>• BUSM 10 submitted by Paul Hischar</li> <li>• NF 25 and NF 28 submitted by Carol Impara</li> </ul>	<b>BUSM 10, NF 25 and NF 28 were approved</b> for submission to the Educational Design Committee pending minor revisions. Terri Beam will contact the instructors regarding the changes.
<b>SafeAssign Update</b>	The evaluation of SafeAssign, a plagiarism tool used with Blackboard, has been placed on hold. Michelle Grimes-Hillman will ask the Web Task Force/Banner committee for guidance.	Information only.
<b>Evaluation Forms</b>	New drafts of Student Evaluation Form (H.2.a) and Classroom Visitation Evaluation Form (H.4.a) were reviewed by the DLC. These new forms are proposed for use in the evaluations of DL faculty and classes.	The new forms will be submitted to the Negotiations Team for consideration in the new contract.
<b>Podcast Proposals</b>	Six Podcasting/Videocasting proposals were submitted and reviewed.	Three proposals were approved: <ul style="list-style-type: none"> <li>• Liesel Reinhart (Communication) - SPCH 1A Learning Enhancement Podcasts</li> <li>• Micol Christopher (Earth Science and Astronomy) - Addressing Common Misconceptions in Astronomy</li> <li>• Beta Meyer (Biological Sciences) - Anatomy Dissection and Tutorial</li> </ul>
<b>Strategic Plan</b>	Using the wiki site, <a href="http://dlcmte.pbwiki.com">http://dlcmte.pbwiki.com</a> , work continued on the 2008 DL Strategic Plan.	Committee will continue review and further editing of the plan on the wiki at the next meeting.
<b>Next Meeting</b>	Tuesday, June 10; 1:05 – 2:35 p.m., LTC-261	This will be the final meeting of the Spring Semester.